



Mohamed Hamdy Hamed
Accountant

Hey!

*I'm Mohamed Hamdy Skillful & Creative Accountant
Experienced Preparing accounting Reports That Show
Financial Position To Enterprise.*

*I've Wide Knowledge In Computer Fields: Operating
Systems, Internet Browsing, Graphic & Designing,
Office Programs ...etc.*



Basic Data

	Name	Mohamed Hamdy Hamed
	Job	Accountant
	Address	Egypt- Behira- Damanhour
	Birth Day	13 July 1988
	Marital Status	Single
	Faculty	Commerce
	Department	Accounting
	Mobile	002 - 010 260 268 13



Character



Active



Patient



Creative



Leading



Efficient



Helpful



Team



Hobbies



Reading



Poetry



Computer



Designing



Football



Skills

I'm Skillful Accountant That accuracy Perform Tasks, Preparing All Accounting Reports That Include All enterprise's Assets And liabilities That Show The Financial Position For Enterprise, Manage Works Professionally, And Designing The Financial System That Arrange Enterprise's Resources .



Accounting Skills

I can Perform Any financial process, Recording Entries in general Journal, Preparing American Journal, Post Accounts To Ledger To Making Trial Balance, To Making Adjustments, And Preparing Finally Reports: Income Statement And Balance Sheet.

I can Manage Safe And Preparing Cash Reports That Includes Cash In & Out, Preparing Sales & Purchases, Customers & Vendors, Inventory & Items Reports That Show Enterprise's Financial Position, And Calculate Costs That Related Work.



Accounting Soft



Accounting Excel

I'm Professional Dealer & Working With MS-Excel That I Can Completely Design Accounting System That Includes Recording And Preparing Reports.



Exp Systems

I Can Work With All ERP Financial Soft, I Can design An Accounting System For Any Enterprise.



Accounting Learning



Self-learning

I've Watched Various Recording Courses That Including All Accounting Fields:

-  Cost Accounting (06 Hours)
-  Advanced Cost Accounting (19 Hour)
-  Principles Of practical Accounting Diploma (12 Hour)
-  Financial Accounting (12 Hour)
-  Accounting Excel (02 Hours)



Courses

I Have Finished Several Courses In Accounting Sections That Quality Trained To Be A professional Accountant.



Professional Accountant Diploma

That Includes :

- | | |
|-------------------------|------------------------|
| ★ Advanced Accounting | ★ Cost Accounting |
| ★ Financial Analyzation | ★ Advanced Auditing |
| ★ Human Resources | ★ Cost System |
| ★ Managerial Accounting | ★ Communication Skills |
| ★ MS-Excel | ★ Advanced Excel |
| ★ MS-Access | ★ Peach Tree |



General Course To Prepare Professional Accountant

That Contains All Accounting Branches, Beginning With Recording Events, Post Accounts To ledger, Preparing Trial Balance, Finally Reports And Balance Sheet.



Designing Accounting System Using Ms-excel

That Contains Journal, Ledger, Trial Balance, And Reports That Automatically Post Funds.



Grant Commercial Software Industry

That Designing ERP System For Any Enterprise Using Visual Studio Using VB.NET That Contains Items ,Vendors ,Customers ,Vendors , And Safe , Cash Flow.



Computer Skills



Office



Microsoft Word 95%



Microsoft Excel 95%



Microsoft Access 95%



Microsoft PowerPoint 95%



Microsoft Outlook 95%



Graphic



Adobe Photoshop 90%



Adobe Illustrator 80%



Adobe InDesign 80%



Design Flash 75%



Design Fonts 80%

Operating Systems



Programming



Other Skills



Language

 Arabic	 100%
 English	 85%



Contacts

 Mobile	002 - 010 260 268 13
 Facebook	www.facebook.com/almoqtady
 Twitter	www.twitter.com/almoqtady
 Linked-In	www.linkedin.com/in/almoqtady
 Yahoo!	Almoqtady@yahoo.com
 Gmail	Almoqtady@Gmail.com



Work Experiences



Alfarouk Spec-Hospital

Work In Alfarouk Specialist Hospital First To Counting Medicines Items To Matching Recording Funds With Real To Entry To System, Then In Reception Accounts, Last In Accounts Department In Patients' Accounts Costs, To Prepare And Calculate Patients' Cards Costs That Contains All Costs from Entry To Exit.



Delta Masr Group

Work In Delta Masr Group In Safe & Cash As Treasurer Responsible For All Cash Flows, Customers Accounts, Suppliers Accounts, Expenses, Revenues, Inventory, Purchases, Sales , Recording Events And Preparing Daily ,Monthly ,Annual Reports.

*Accountant
Mohamed Hamdy*